

**TOWN OF SEBAGO
PLANNING BOARD MINUTES
6:00 PM
Tuesday, February 13, 2024
TOWN OFFICE BUILDING**

Workshop was held at 5:30 p.m. to further discuss Planning Board Bylaws.

I. Call to Order

Susan Thuotte called the meeting to order at 6:00 p.m.

Present: David Welch, Susan Thuotte, Tina Vanasse, Code Enforcement Officer Brandon Woolley, Town Planner James Seymour, and Planning Board Executive Secretary Keisha Garnett

Guests Present: Paul Smith; Carolyn Calarese; Mike Fusco, with Camp Micah; Michael Hawkes, Jasmine Lab; Edward Ridlon; and Rick Dunton, MIDC.

II. Correspondence – None.

III. Open to Public Questions –None.

IV. Review of Minutes

- a. **January 9, 2024** – Tina Vanasse made a motion to approve the January 9, 2024, Planning Board meeting minutes as written. David Welch seconded the motion. Motion carried with all in favor.
- b. **April 11, 2023** – Susan Thuotte noted that the Board is awaiting the return of Paul White to vote on the April 11, 2023, minutes.

V. Old Business

- a. None.
- b. **CEO Updates** – None.
- c. **Goal Setting Items**

i. Scheduling Workshop (March 12, 2024)

Tina Vanasse made a motion to hold a workshop on March 12, 2024, at 5:30 p.m. to discuss the Planning Board Bylaws and further discuss items brought up in the January 9, 2024, meeting minutes. David Welch seconded the motion. Motion carried with all in favor.

VI. New Business

- a. **Site Plan Review** – Jasmine Lab – 298 Long Hill Road – Map 3, Lot 17 – Home Occupation: Family Childcare

Jasmine Lab explained to the Board her proposal to run a small family childcare center out of her home for 3 to 4 children. She is currently working with the state on licensing requirements. A sketch plan was not provided. There is currently no fencing for the play area and she is unsure if fencing

would be required for state licensing. The play area for the children is approximately 100-150 feet from the road, in the backyard of the residence. She proposed to have children ranging in age from 2 years old to 5 years old and was not decided if she would provide meals. The septic was last pumped about a year and a half ago.

Tina Vanasse made a motion to conduct a site walk on Saturday, February 24, 2024, at 9:00 a.m. David Welch seconded the motion. Motion carried with all in favor.

The Board discussed observing the site distance of the driveway and distance from the road for the play area. The Board asked about proposed signage, Jasmine responded that they did not have plans but could put up a sign.

James Seymour noted that a sketch plan of the area, including the yard, should be submitted and questioned the need for a change of use permit for the driveway from DOT.

Tina Vanasse made a motion to postpone review of the Matrix until the March 12, 2024, Planning Board meeting. David Welch seconded the motion. Motion carried with all in favor.

Tina Vanasse made a motion to schedule a Public Hearing on the application for March 12, 2024. David Welch seconded the motion. Motion carried with all in favor.

- b. Site Plan Review – Camp Micah – Moose Cove Lodge Road – Map 17, Lots 12 & 13 – Summer Camp: To move a building

Rick Dunton, representing Camp Micah, summarized the proposed project. An existing cabin on the Bridgton side of the property would be moved to a location on the Sebago side of the property and expanded to add a bathroom. The building would be connected to the existing water and lighting, lighting will be cast downward. There would be no need for a foundation because it will be a seasonal use building. Due to the size of the project, it is exempt from DEP and Army Corps permitting. There will be a crushed stone drip edge around the perimeter of the building. The septic is suitable and figured at 50 gallons per bed.

James Seymour noted that he would consider this to be a minor project.

Tina Vanasse made a motion that no site walk or Public Hearing was necessary. David Welch seconded the motion. Motion carried with all in favor.

The Board reviewed Land Use Ordinance Section 7-H Criteria and Standards 1-18.

1. **BUFFERS, SCREENING, LANDSCAPING, NATURAL FEATURES** – Not applicable.
2. **BURDEN ON MUNICIPAL SERVICES** – Not applicable.
3. **CONGESTION, UNSAFE CONDITIONS** – Not applicable.
4. **GROUNDWATER PROTECTION** – Not applicable.
5. **HAZARDS/NUISANCES** – Not applicable.
6. **IMPACT ON NEIGHBORING PROPERTIES** – Not applicable.
7. **OFF-STREET PARKING AND LOADING** – Not applicable.
8. **OPEN SPACE (a, b & c)** – Not applicable.
9. **OUTDOOR DISPLAY/STORAGE** – Not applicable.
10. **PROPER OPERATION OF PROPOSED USE** – Meets criteria.
11. **PUBLIC HEALTH, SAFETY, WELFARE** – Not applicable.
12. **SCENIC AREAS/NATURAL BEAUTY** – Not applicable.

13. SHORELAND VEGETATION/VISUAL ACCESS – This is an existing building being moved further from the shore.

14. SOILS – Meets criteria.

15. SPECIAL FEATURES – Not applicable.

16. TRAFFIC MOVEMENT – No change.

17. UTILITIES (a & b) – Tying into the existing utilities. Meets criteria.

18. WASTE DISPOSAL (a & b) – Meets criteria.

Other – Lighting will be downcast.

Fees – All fees to date had been paid.

David Welch made a motion that the application meets the criteria of the Matrix. Tina Vanasse seconded the motion. Motion carried with all in favor.

David Welch made a motion to approve the project. Tina Vanasse seconded the motion. Motion carried with all in favor.

VII. Other Business – James Seymour advised the Board that he had forwarded a meeting progression guide to David McCarthy and that he would forward the document to the rest of Board.

VIII. Adjournment

David Welch made a motion to adjourn the meeting. Tina Vanasse seconded the motion. Motion carried with all in favor.

Meeting adjourned at 6:42 p.m.

Respectfully Submitted,



Keisha Garnett
Administrative Assistant/Deputy Clerk
Approved at the March 12, 2024 Meeting